



Department of Medical Assistance Services  
600 East Broad Street, Suite 1300  
Richmond, Virginia 23219

<http://www.cns.state.va.us/dmas/>

# MEDICAID PROVIDER MANUAL UPDATE

TO: All providers of Psychiatric Services participating in the Virginia Medical Assistance Program, Managed Care Organizations providing services to Virginia Medicaid Recipients, and all holders of the *Psychiatric Services* Medicaid provider manual

FROM: Patrick W. Finnerty, Director  
Department of Medical Assistance Services

SUBJECT: Update to Second Edition of the *Psychiatric Services* Provider Manual

UPDATE: PSY-01-02  
DATE: 04/01/02

The purpose of this memorandum is to provide revised pages for your provider manual. The attached table shows the changes to the manual. Please insert the new pages and retain the attached table.

Amendments to Chapter II clarify the requirements for enrollment of psychiatric facilities.

Amendments to Chapter IV update the Table of Contents, update several headings, add information to the Independent Team Certification section, add information regarding the federal requirements for the professional team developing the Comprehensive Individual Plan of Care and the Individual Plan of Care, update the heading and other information regarding the preauthorization for acute and residential inpatient psychiatric services, update the heading for acute inpatient hospital psychiatric services criteria, update the information for inpatient residential treatment services criteria and reconsiderations and appeals, update the medical necessity criteria for treatment foster care and update the information on reconsiderations and appeals for services denied by WVMI. In addition, pages 1-29 of Chapter IV have been repaginated to provide for easier use.

Please review these changes carefully.

## **COPIES OF MANUALS**

DMAS publishes searchable and printable copies of its provider manuals and Medicaid memoranda on the Internet. Please visit the DMAS website at <http://www.cns.state.va.us/dmas/>. Refer to the Provider Column to find Medicaid and SLH provider manuals or click on "Medicaid Memos to Providers" to see Medicaid memoranda. The Internet is the fastest way to receive provider information.



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**“HELPLINE”**

The “HELPLINE” is available Monday through Friday from 8:30 a.m. to 4:30 p.m., except State holidays, to answer questions. The “HELPLINE” numbers are:

786-6273	Richmond area
1-800-552-8627	All other areas

Please remember that the “HELPLINE” is for provider use only.

Attachment (1)



***PSYCHIATRIC SERVICES MANUAL***  
**REVISION CHART**  
**April 1, 2002**

**SUMMARY OF REVISIONS**

<b>MANUAL SECTION</b>	<b>MATERIAL REVISED</b>	<b>NEW PAGE NUMBER(S)</b>	<b>REVISED PAGE(S)</b>	<b>REVISION DATE</b>
Chapter II	Table of Contents and Pages 1-4	Page 4.1	Table of Contents and Pages 1-4	4/1/2002
Chapter IV	Table of Contents and Pages 1-29	Pages 30-31	Table of Contents and Pages 1-29	4/1/2002

**FILING INSTRUCTIONS**

<b>MANUAL SECTION</b>	<b>DISCARD</b>	<b>INSERT</b>	<b>OTHER INSTRUCTIONS</b>
Chapter II	Old Table of Contents and Pages 1-4	New Table of Contents and Pages 1-4.1	
Chapter IV	Old Table of Contents and Pages 1-29	New Table of Contents and Pages 1-31	